

## QAR Team Meeting June 20, 2011

Next Meeting –7/11/2011 at WH2NW 9:00AM

First	Last	Organization	Present
Bakul	Banerjee	CD	X
Frank	Cesarano	BSS	X
Nicole	Gee	WDRS	X
Tom	Gehrke	QAE	X
Jed	Heyes	QAE	X
Tom	King	QAE	X
John	Martzel	QAE	X
Kurt	Mohr	QAE	X
Adam	Bracero	TD	X
Don	Rohde	AD	X
Keith	Schuh	PPD	X
John	Dawson	ES&H	X
Rod	Walton	FESS	X

### Action Items for Next Meeting

1				
2				
3				

#### Updates:

**Assurance Council:** Planning for the FRA/CAS review.

**ES&H:** N/A

**WDRS:** OJT being tested by AD. Rollout to the rest of the lab planned around August.

**BSS:** N/A

**Assessments:** FESS report accepted. M&TE meetings at TD starting today. Planning for FESS M&TE starting this week.

**Graded Approach:** N/A

**Process Improvement:** N/A

**Agenda for today:** FRA/CAS review, Assessment schedule update, Korea visit, Sharepoint update for central QAR database

#### NOTES:

Korea visitors coming next Monday & Tuesday. TD will be toured. Research QA & Traditional QA will be covered as well as the history & future of QA at Fermilab.

FRA/CAS review: On the Assurance Council website.

Schedule: 2012-13 is in the process of being updated. Plan is to combine criteria so fewer assessments will be required.

Sharepoint: Suggestion is that the subteam meet bi-weekly when the QAR meeting isn't scheduled to speed up the evaluation. Sharepoint training is now being offered. Rollout of Sharepoint in general is being done from the top down. Timeline for the rollout has not been determined yet.

Tom Gehrke

Meeting adjourned – duration 50 min